

Navigating Your Online Course: A User Guide



COURSE PAGE

The screenshot shows a course page for 'What are teamwork skills?'. The page includes a sidebar with a course content list, a top navigation bar with a progress indicator (47% COMPLETE, 19/40 Steps), a main content area with a lesson title and materials tab, and a bottom navigation bar with 'Previous Topic', 'Back to Lesson', and 'Mark Complete' buttons. A 'User Account' link is visible in the top right corner.

Course tracking bar

The course content list for your chosen course is located at the sidebar. It contains all lessons, topics & quizzes assigned to that course.

The course is divided into lessons, with each lesson containing specific topics.

Start your course by clicking on the 'Start here' indicator. As you complete each topic and lesson will be indicated with a green tick.

Be sure to work through each topic and finish the quiz to earn your course achievement certificate!

Course status

Lesson materials are supplemental materials needed for the lesson. Lesson materials are displayed in a separate tab, alongside the main lesson content.

User Account

The user must click on "Mark Complete" on each lesson in order to proceed to the next course.

The user must check the bottom of the page to see if there are additional pages for the topic!

Progress tracking bar is located at the top bar



25% COMPLETE 10/40 Steps

< Previous Topic

Mark Complete



When you have successfully complete the course you can download your Certificate

GROW – Life Enrichment Course



You've earned a certificate!



Download Certificate

100% COMPLETE Last activity on 21/10/2023 02:05

COMPLETE



OCNL Financial Inclusion



You've earned a certificate!



Download Certificate

100% COMPLETE Last activity on 26/10/2023 23:57

COMPLETE

You are enrolled in this course

Course Description

If you're on a low income or struggling to make ends meet, this course will help to sort out your budget and work out how to make your money go further.

Key topics covered include:

- Top saving tips
- A guide to budgeting
- How to spot a fraudulent investment scheme
- Saving for Rainy days
- How to spend within your means
- Savings vs investments

Course Content

Expand All



A Budgeting Guide for Everyone - Start Here!

14 Topics | 1 Quiz



Expand




Personal Budgeting and Managing Money - Credit Value1 - Start your OCN London Qualification Here!

My Account Page

Account page give you easy way to access important features for your course:

- View all enrolled courses
- Edit your profile information
- Jump back into a course where you left off
- View awarded points & quiz grades
- Access any certificates you have earned

My Account
THE ONLY WAY TO NEVER REACH YOUR GOALS IS TO NEVER START!


Cario Marine
[Edit profile](#)

2 Courses **1** Completed **1** Certificates **0** Points

Your Courses Expand All

- Emotional Resilience
- OCNL Financial Inclusion COMPLETE

[Logout](#)



*NCLUDED IN THE NATWEST SE100 INDEX OF 2019
(representing the top 100 social enterprises in the UK)*

WINNER OF PQ MAGAZINE PRIVATE SECTOR ACCOUNTANCY COLLEGE OF THE YEAR 2019

*WINNER OF AAT SMALL TRAINING PROVIDER OF THE YEAR 2018
WINNER OF AAT BEST BRANCH AWARD 2018 (EAST SURREY BRANCH)*

Winner of Best Charity or Social Enterprise Croydon Business Excellence Award 2018

*All Inclusive Advice and Training Ltd are Highly Commended winners of
Support organisation to the Apprenticeship Sector (Charity/Not for Profit)
Apprenticeship 4 England Award 2017*

All Inclusive are officially a Main Provider on the register of Apprentice Training Providers

